

# OFFICIAL GAZETTE



## GOVERNMENT OF GOA, DAMAN AND DIU

### GOVERNMENT OF GOA DAMAN AND DIU

Special Department

#### Notification

SPL/GCS/39/71-IV

Read: Notification No. OSD/RRVS/39/66-Vol. IV dated 19th September, 1968, published in Govt. Gazette Series I, no. 28 dated 10-10-1968.

In exercise of the powers conferred by rule 22 of the Goa, Daman and Diu Civil Service Rules, 1967, read with rule 3 of the Goa, Daman and Diu Civil Service (Probation, Training and Departmental Examination) Regulations, 1968, the Administrator of Goa, Daman and Diu is pleased to issue orders prescribing the training programme for the Officers appointed to Goa, Daman and Diu Civil Service Grade II on probation in accordance with Rule 5(1) (a) of the Civil Service Rules, 1967 as indicated in the Annexure to this Notification.

The training comprising of the pre-Institutional Training for a period of three months followed by the Institutional training for a period of nine months, in turn followed by the Post-institutional training for a period of five months will be imparted to the probationers, after which they will be appointed as Joint Mamlatdars for a period of three months followed by Additional Deputy Collector for a period of four months.

Heads of Departments/Offices to whom the trainees will be attached should draw detailed training programme during the training period and send a copy thereof to the Special Department, for information.

The Registrar, Judicial Commissioner's Court will obtain the approval of the Hon'ble Judicial Commissioner to the details of training of the probationer in the Court of the Addl. Civil Judge and J.M.F.C., Panaji, whenever this Department intimates the names of the probationers proposed for training in the said Course.

By order and in the name of the Administrator of Goa, Daman and Diu.

S. R. Sawant, Deputy Secretary (Appointments).  
Panaji, 8th July, 1971.

#### ANNEXURE

#### I) PROGRAMME OF PRE-INSTITUTIONAL TRAINING:

The pre-institutional training aims at imparting to the probationer the background knowledge of the organisation and working of various Offices as well as of the Court work enabling him to absorb his subsequent theoretical training fruitfully. The Criminal and Revenue Code provides the probationer with the best forum for learning the court work.

- i) *The probationer will be attached to the Court of the Additional Civil Judge and Judicial Magistrate First Class, Panaji (15 days).*

The Hon'ble Judge will explain to the probationer the salient features of procedural law, substantive law and the evidence Act. The probationer will watch the identification proceedings in criminal cases, relating to persons and property and fill up the prescribed proforma in this behalf. He will prepare notes of at least one criminal case, frame draft charges and write draft judgements. The criminal case work will relate to the subjects indicated hereunder:—

- a) Criminal Law and Procedure.
- b) Criminal Cases.
- c) Judicial Questions on Indian Evidence Act.
- d) High Court Criminal Circulars.
- e) Judicial Questions of Police Act, 1861.
- f) Madras District Police Act, 1869 as extended to this Territory.

- ii) *The probationer will be attached to an experienced Deputy Collector (15 days).*

On the revenue side the probationer should be given background of the land revenue and land reforms act. In addition, the probationer should study the land records, practise preparation of Land records and compile returns/statements, prepare notes of at least one well-contested revenue case frame issues and write out draft judgments; acquaint himself with the procedure for the land revenue assessment and recovery of Government dues; acquire knowledge of broad details of the survey and settlement work and consolidation operations; and, study land acquisition work and its procedure. The revenue work (including survey) will relate to the subjects indicated below:—

- a) Goa, Daman and Diu Land Tenancy Act, 1964 and the rules framed thereunder.
- b) The Daman (Abolition of Proprietorship of Villages) Regulations, 1962.
- c) Law relating to Mundcars.
- d) Regulamento de Contribuicao Predial.
- e) The Court Fees Act, 1970.
- f) Regulamento de Mazanias de Devalais do Estado da India.
- g) Land Revenue Code, 1968 with rules framed thereunder.
- h) The Mamlatdars' Court Act, 1966.

- iii) *Office of the Commissioner of Revenue and Taxes and Additional Commissioner of Revenue and Taxes (15 days).*

The probationer will acquaint himself with the laws relating to Sales Tax and Excise, Court Fees, Stamps, Registration, Cinematograph, etc., with Special Reference to the mode of assessment of Sales Tax and

Prevention of Excise crimes. The training will mainly relate to the subjects indicated below:

- a) The Goa, Daman and Diu Entertainment Tax Act, 1964.
- b) The Goa, Daman and Diu Sales Tax Act, 1964, and rules framed thereunder.
- c) The Goa, Daman and Diu Excise Duty Act, 1964 and rules framed thereunder.

iv) *Office of the Inspector General of Police (15 days).*

The probationer should study broadly the organisation and functioning of the Police force, the functioning of the Office of the Inspector General of Police and should also acquaint himself with the modern techniques and scientific methods of investigation of crimes. The probationer will also visit one Police Station and study its working as also various crime records maintained there. The object in view here is that the probationer acquires a clear understanding of the relationship between the Magistrate and the Police.

The training will mainly relate to the subjects indicated herein below:

- a) Defence of India Act, 1962 and rules framed thereunder.
- b) The Police Act, 1961.
- c) The Prevention of Corruption Act, 1947.
- d) The Public Gambling Act, 1867.
- e) The Arms Act, 1959 and rules framed thereunder.

v) *Goa Government Secretariat (1 month).*

The probationer should study the working of the Secretariat, rules of Office business, concept, organisation of two Departments in the Secretariat, i.e. Confidential and Vigilance Department and the Finance Department. The probationer should select at least two cases to study the method of noting and drafting and another to practise noting and drafting himself. Besides, the probationer should acquire an idea of the important schemes and programmes of the community development work and Panchayati Raj institutions and cooperative societies. For that, the probationer will call on the Under Secretary of the Development Department.

The training at the Secretariat level will mainly relate to the following subjects:

- a) The Central Civil Services (Classification, Control and Appeal) Rules, 1965.
- b) The Central Civil Services (Conduct) Rules, 1964.
- c) The Goa, Daman and Diu Rules of Business, 1963.
- d) Delegation of Financial Power Rules, 1958.
- e) Budgeting; Performance Budgeting.
- f) Compilation of General Financial Rules, 1963.
- g) Goa, Daman and Diu Village Panchayat Regulations, 1963.
- h) The Maharashtra Cooperative Societies Act, 1960, as applicable to the Union Territory of Goa, Daman and Diu.

## II) PROGRAMME OF INSTITUTIONAL TRAINING:

The institutional training will be imparted at the Directorate of Training, Union Territories' Civil Services, New Delhi, for a period of nine months during which the probationer will undertake the study tour of a place selected by the Director of Training. Towards the end of this training, the probationer will have to appear for the Departmental Examination consisting of (a) Written Examination and (b) Qualifying Tests as prescribed in rule 4 of the Goa, Daman and Diu Civil Service (Probation, Training and Departmental Examination) Regulations, 1968.

## III) PROGRAMME OF POST-INSTITUTIONAL TRAINING:

The post-institutional training envisages an intensive study of the subjects in which the performance of the probationer during the institutional training period could not attain the prescribed standard as well as a practical and on-the-spot of subjects which are of relatively high importance. Viewed

thus, the treasury and financial work, the work pertaining to the Collectorate of Goa and Directorate of Civil Administration, Office of the Inspector General of Police, Planning and Development Department and the Directorate of Land Survey constitutes the subject matter of post-institutional training.

i) *Directorate of Accounts (Three weeks).*

The probationer should be placed under an Accounts Officer during this period and will have to sit with the main dealing hands and to actually handle a portion of their work in order to gain first-hand experience of the Treasury and Accounts procedure. The Accounts Officer should explain to the probationer the object behind the prescribed checks, balances, safeguards, rules and procedures. He should also enlighten the probationer on the various mistakes that the drawing and disbursing Officers, Controlling Officers, etc., make. The various functions to be exercised by these Officers while they deal with public funds in different capacities should be fully explained to him. At the conclusion of the training, the probationer should prepare a brief note indicating the treasury procedure and making suggestions if any for improvement, etc.

ii) *Collectorate of Goa and Directorate of Civil Administration (one month).*

The probationer should be acquainted with the working of the Collectorate, the office being a pivot of the administration, which should give the probationer a representative picture of official functioning as well as public dealings. The Collector should attach the probationer to the main dealing hands in the office and see that he disposes a portion of their work. The probationer should record brief inspection notes on the work of some of the dealing hands. The Assistant Director of Panchayats and the Land Acquisition Officer should explain to the probationer the working of the Goa, Daman and Diu Village Panchayats Regulations, 1962 and the Land Acquisition Act, 1894 respectively. The Deputy Collector, North Division, Panaji, should explain to him the working of the Goa, Daman and Diu Land Tenancy Act, 1964 and the Land Revenue Code, 1968, with rules framed thereunder.

iii) *Directorate of Land Survey (one and a half months).*

The training in this Directorate should comprise of (a) training with Talathi—one week, (b) Training with Circle Inspector one week, and (c) Training with the Inspector of Cadastral Survey—four weeks.

The probationer should be taken through all the stages of settlement and consolidation proceedings. He should be afforded an opportunity of surveying a small area, mapping it and preparing the relevant land records. For this purpose he may be attached to different functionaries.

iv) *Block Development Office (two weeks).*

The Block Development Officer should initiate the probationer into extension work and explain to him the technique and art of working amongst villagers. He will arrange for the training of the probationer with the village level workers for a period of one week during which the probationer will conduct a socio-economic survey of the village. This should help in imparting to him a thorough and first-hand knowledge of the various development programmes and their effect on the life of a village, on the hopes and aspirations of the people and the difficulties of extension workers.

v) *The Court of the Additional Civil Judge and J. M. F. C. (one week).*

The Hon'ble Judge should acquaint the probationer with the salient features of procedural law, substantive law and evidence act. The probationer may be supplied with a record of a contested case pertaining to an offence under the Indian Criminal Code 1860 or one of the special acts like Arms Act, 1959, etc. triable ordinarily by a magistrate of the First Class and he will be required to frame charge (s) and write the judgement. He may also be given a record of any contested preventive proceedings under

the Code of Criminal Procedure 1898 and may be asked to frame a notice and write the preliminary order, conditional order and the final order.

vi) *Mamlatdar of Goa (two weeks).*

The Mamlatdar will arrange for the study of the proceedings in cases under the Mamlatdars' Court Act, 1966 for the benefit of the probationer.

vii) *Police Department (One week).*

The Inspector General of Police will arrange for the probationer's visit to a Police Station where he will go through the regular inspection books and study the notes therein carefully. Such inspections should help the probationer in recording his own inspection notes which should be of high quality.

viii) *Offices of Commissioner of Revenue and Taxes, Excise, Sales Tax; Labour and Employment and Directorate of Transport.*

The probationer will be attached to the above Offices for a period of two days' each, during which the Heads of Depts./Offices concerned will personally explain to him the functioning of their respective Offices.

IV) **APPOINTMENT AS JOINT MAMLATDAR (3 months).**

On his appointment as Joint Mamlatdar, the probationer will not be in full charge of the Taluka but will independently dispose such of the revenue, tenancy and magisterial cases as may be transferred to him by the full-fledged Sub-Divisional Officer and Mamlatdar of the Taluka or by the Collector and District Magistrate Goa, or by the Government.

V) **APPOINTMENT AS ADDITIONAL DEPUTY COLLECTOR (Four months).**

On his appointment as Additional Deputy Collector, in a Division, the probationer will not be in full charge of the Division, but may independently dispose of such of the revenue, tenancy and magisterial cases as are transferred to him by the full-fledged Deputy Collector, and Sub-Divisional Magistrate or by the Collector and District Magistrate or by the Government.

Finance (Revenue) Department

Notification

Fin(Rev)/2-4191/2076/68

In exercise of the powers conferred by sub-section (i) of Section 14 of the Goa, Daman and Diu Entertainment Tax Act, 1964 (Act No. 2 of 1964) the Government hereby makes the following rules so as to amend the Goa, Daman and Diu Entertainment Tax Rules, 1965 namely:—

1. *Short title and commencement.*— (i) These rules may be called the Goa, Daman and Diu Entertainment Tax (Second Amendment) Rules, 1971.

(ii) They shall come into force at once.

2. *Amendment of Rule.*— For rule 27 of the Goa, Daman and Diu Entertainment Tax Rules, 1965, the following rule shall be substituted namely:—

"27. Classes of Cinema Films qualified for exemption under section 5(3) — A cinema film which has been awarded the President's Gold Medal or which the Government on a recommendation made by the Advisory Committee appointed by the Government for the purpose, considers as fulfilling an educational or social

purpose of high order or as promoting the interests of the national integration campaign, shall be qualified for exemption under section 5(3)."

By order and in the name of the Lieutenant Governor of Goa, Daman and Diu.

Puran Singh, Finance Secretary.

Panaji, 26th July, 1971.

Revenue Department

Notification

RD/TNC/RLS/61/69-71

In exercise of the powers conferred by sub-section (1) of Section 61 read with Section 37 of the Goa, Daman and Diu Agricultural Tenancy Act, 1964 (7 of 1964) the Lieutenant Governor of Goa, Daman and Diu and after having complied with the requirement of pre-publication hereby makes the following amendment to the Goa, Daman and Diu Agricultural Tenancy Rules, 1965, viz:—

1. *Short title and commencement.*— (1) These rules may be called "The Goa, Daman and Diu Agricultural Tenancy (Eighth Amendment) Rules, 1971;

(2) They shall come into force at once.

2. *Insertion of new rule 15-A.*— After rule 15 of the Goa, Daman and Diu Agricultural Tenancy Rules, 1965 (hereinafter referred to as the "Principal Rules") the following rule shall be inserted, namely:— "15-A Regulation of standards of efficient cultivation and management.

(1) On the proposal of the Director of Agriculture, the Government shall issue from time to time before and during a cultivating season, directions on the following matters, for being implemented and followed by the tenants in cultivating the lands held by them:

(i) The manner in which and the period during which lands used for cultivation of paddy and other crops should be levelled and the inner bunds constructed;

(ii) The manner in which and the period during which lands used for cultivation of paddy and other crops should be ploughed, harrowed and puddled;

(iii) The manner in which and the period during which lands used for cultivation should be freed of weeds, shrubs and other parasites growing therein;

(iv) The variety of seeds which should be used for the purpose of sowing in different classes of land;

(v) The manner in which the seeds before being sown should be treated for protecting them against pests and diseases;

(vi) The dates on which irrigation tanks, weirs and bandharas should be closed and the dates on which they should be opened to allow water for irrigation and the person who shall be responsible for the aforesaid operations;

(vii) The manner in which irrigation and drainage channels should be constructed and maintained in good working conditions and the time limit within which it should be done;

(viii) Prohibition of cultivation of beds of channels;

(ix) The crops which should be raised and the crops which should not be raised on the bunds and embankments during the *kharif* season and the manner in which the bunds should be cleared of these crops after the harvest is over;

(x) The manner in which and the period for which saline water should be allowed to be stored in khazan lands.

(2) The Government shall also from time to time, by notification in the Official Gazette, issue on the advice of the Director of Agriculture directions about (a) the programmes of agricultural operations for cultivation of various crops which should be undertaken by the tenants during each cultivating season in the local area mentioned in such notification. Such programmes shall be prepared separately for each type of crop; and

(b) the terms of employment and the minimum wages which shall be payable to the agricultural labourers, both male and female, for carrying out different cultivating operations in different local areas. While proposing these rates the Government shall consult the Director of Agriculture, the Block Development Officers, the Labour Commissioner and the Village Panchayats, within the area concerned. Such directions shall remain in force for a period of five years from the date of such direction.

(3) The directives issued by the Government under sub-rules (1) and (2) shall be given publicity in the respective villages to which they apply by exhibiting these directives on the notice board of the Village Panchayat and at other prominent places in the village, such as temple, church, office of the Comunidade, etc. The directives shall also be given publicity by beat of drums by the Village Panchayat.

(4) The Block Development Officers and the Village Panchayats shall be responsible for ensuring the proper implementation of the directives issued by the Government under this rule.

(5) The Sarpanch of the Village Panchayat shall, suo moto, or on a complaint being made to him by any person in writing or orally about the non-observance of any of the directives issued by the Government under this Rule, immediately cause a Panchanama to be made on the site about the default committed by the tenant. The Panchanama should be made with the help of at least three independent Panchas and the tenant concerned should be called upon to be present for the Panchanama. If the tenant fails to remain present inspite of the intimation being given to him, the fact should be recorded in the Panchanama.

(6) The Sarpanch shall then forward the Panchanama to the Mamlatdar who shall, after giving an opportunity to the tenant to be heard in the matter and after making such further enquiries, if any, in this behalf, pass order as he

deems fit in accordance with the provisions of sub-section (4) of section 37 of the Goa, Daman and Diu Agricultural Tenancy Act, 1964".

By order and in the name of the Administrator of Goa, Daman and Diu.

P. S. Bhatnagar, Secretary (Revenue).

Panaji, 31st July, 1971.

## Local Self Government Department

### Notification

DMA/MUN/1/70

The following draft of the Goa, Daman and Municipalities Building Model Bye-laws and Zoning Regulations, 1971 under the Goa, Daman and Diu Municipalities Act, 1968 (No. 7 of 1969) which the Government of Goa, Daman and Diu proposes to make is hereby published for guidance of the Municipal Council.

### DRAFT MODEL BYE-LAWS

In exercise of powers conferred by sub-section (1) of section 308 of the Goa, Daman and Diu Municipalities Act, 1968 (No. 7 of 1969) and all other powers enabling him in this behalf, the Lieutenant Governor of Goa, Daman and Diu, hereby makes the following model bye-laws-namely:

1. **Short title.**— These Bye-laws and Regulations shall be called the Goa, Daman and Diu Municipalities Building Model Bye-laws and Zoning Regulations 1971.

2. **Application.**— The provisions of these Bye-laws and Regulations shall apply to all Municipal areas in Goa, Daman and Diu.

3. **Definitions.**— In these regulations, unless the context otherwise requires:—

1. 'Act' means the Goa, Daman and Diu Municipalities Act, 1968 (7 of 1969).

1 (a) "Member Secretary" means the Senior Planner appointed by the Government of Goa, Daman and Diu.

2. "Government" means the Government of Goa, Daman and Diu.

3. "Council" means a Municipal Council constituted or deemed to be constituted under the Municipal Act 1968.

4. "Prescribed Date" means the date on which these Regulations will come into force.

5. "Notification" means a notification published in the Official Gazette.

6. "Land" means land which is being built upon or is built upon or covered with water, benefits to arise out of land, things attached to the earth or permanently fastened to anything attached to the earth and rights created by legislative enactment over any street.

7. "Owner" includes any person for the time being receiving or entitled to receive, whether on his own account or as agent, trustee, guardian, manager, or receiver for another person, or for any religious or charitable purpose, the rents or profits of the property in connection with which it is used.

8. "Plot" means a continuous portion of land held in one ownership.

9. "Prescribed" means prescribed by rules made under this Act.

10. "Reconstituted plot" means a plot which is in any way altered by the making of a town planning scheme.

*Explanation:* — "altered" includes the alteration of ownership.

"Scheme" includes Town Planning Scheme, Slum Clearance Scheme or any municipal scheme for any improvement, or new development, etc.

11. "Development" — The word "Development" with its grammatical variations means the carrying out of building, engineering, mining or other operations in, on, over or under land or the making of any material change in any building or land or in the use of any building or land and includes sub-division of any land.

12. "Building Operations" include: —

- a) erection or re-erection of a building or any part of it.
- b) roofing, or re-roofing of any part of a building or open space.
- c) any material alteration or enlargement of any building.
- d) any material change in the use of a building, including the use of its one part or more parts used for human habitation into a greater number of such parts.
- e) any such alteration of a building as is likely to affect an alteration of its drainage or sanitary arrangements or materially affect its security.
- f) the construction of door opening on any street or land not belonging to the owner.

13. "Public Place" means any place or building which is open to the use and enjoyment of the public whether it is actually used or enjoyed by the public or not, and whether the entry is regulated by any charge or not.

14. "Commercial building" means a building, the whole or a substantial part, not less than two-thirds of whose entire floor area, is used or intended to be used, for business purposes;

15. "Industrial building" means a building wholly or principally used as a factory, ware-house, laundry, brewery, distillery, iron foundry or for any similar purpose;

16. "Public building" means a building used or intended to be used either ordinarily or occasionally, as a church, chapel, temple, mosque or any other place of public worship, Dharamshala, college, school, hostel, theatre, cinema, public concert room, public hall, public bath, hospital, hotels, restaurants

or lecture room or any other place of public assembly;

17. "Residential building" means a building used or constructed or adapted to be used wholly or principally for human habitation and may include garages, stables and other out-houses appurtenant thereto;

18. "Floor Area Ratio" or F. A. R. means the quotient obtained by dividing the multiple of the total of the covered area on all floors including basements and mezzanines and 100, by the area of the plot i. e.  $F. A. R. = \frac{\text{Total covered area on all floors}}{\text{Plot Area} \times 100}$

Plot Area.

19. "Covered Area" — Ground area covered by the building immediately above plinth level, but does not include the spaces covered by:

- a) Garden, rockery, well structures, plants, nursery, water pool, swimming pool (if not covered), platform round a tree, tank, fountain, bench and the like.
- b) drainage, culvert, conduit, catch-pit, chamber gutter and the like; and
- c) compound wall, gate, unstoreyed porch and portico, slide, areas covered by chajja and the like.
- d) balcony, projecting upto 1 metre depth and not more than half the length of each side of the facades.

20. "Coverage" means the percentage obtained by dividing the covered area at the ground floor and the projections on the upper floors, by the plot area, multiplied by 100.

$$\text{Coverage} = \frac{100 \times \text{built up areas}}{\text{plot area.}}$$

21. "Group Housing" means more than one building containing habitable rooms on a single plot.

22. "Habitable Rooms" — A room occupied or designed for occupancy by one or more persons for study, living, sleeping, eating, kitchen if it is also used as a living room, but not including bathrooms, water-closet compartments, laundries, serving and storage pantries, corridors, cellars, attics and spaces that are not used frequently or during extended periods.

23. "Advertising Sign" — Any sign, either free, supported or attached to a building or other structure which advertises an individual, a firm, a society or an establishment. It does not include name signs of size 0.3 sq. metres and less.

24. "Service Latrines" — A latrine from which the excreta are removed by manual agency and not by water carriage.

25. "Zoning Map" — A map indicating different use zones prepared and published in accordance with these Bye Laws and Regulations.

26. "Customary Home Occupation" — Customary Home Occupation shall be conducted only by a person resident in the dwelling; the area for such uses shall not exceed 25% of the total floor area of the dwelling; further, there shall be no public display of goods.

27. "Service Industry" — Are those which are not engaged in the manufacture of goods or articles but are mainly concerned with repairs, maintenance, servicing and/or jobbing work.

28. "Light Industry" — Are those which do not throw out excessive smoke, noise, offensive odour or harmful industrial wastes. Normally they do not employ more than 100 workers and do not use power of more than 100 h-p. Except in the case of foundries and smithies, they do not generally consume any solid fuel.

29. "Clean Industry" — Are those which do not throw out any smoke, noise, offensive odour or harmful industrial wastes. They should not normally employ more than 40 people with or without power.

30 "Temporary Constructions" — Any construction other than in R. C. C., steel or masonry in lime or cement mortar with a regular foundation in the soil.

31. "Basement story" or "Cellar" means any storey or building which is under the first storey (ground floor structure) and any portion of which is below the level of the adjoining pavement or the surrounding ground.

32. External air or open air space means space open to the sky.

33. External wall of a building means an outer wall of a building not being a party wall, even though adjoining a wall of another building and also means a wall abutting an interior open space of any building.

34. "Dwelling" means a building or a portion thereof which is designed or used wholly or principally for residential purposes.

a) "Dwelling, single family" means a building designed for occupation by one family.

b) "Dwelling two family" means a building designed for occupation by two families.

c) "Dwelling multiple" means a building designed for occupation by three or more families.

35. "Family" means a group of individuals normally related in blood or connected by marriage living together as a single house keeping unit, and having common kitchen arrangements.

36. "Internal court yard" means a space open to the sky enclosed or partially enclosed by building, boundary walls or railing and may be at ground floor level or any other level within or adjacent to a building.

37. "Garage" means a building or portion thereof, used or intended to be used for the shelter, storage or repair of any mechanically propelled vehicle.

*Note:* A garage in a residential area will mean a building or a portion thereof used or intended to be used only for the shelter/storage of any mechanically propelled vehicle by the occupants of the building under reference or of the surrounding locality.

38. "Gallery" means the raised portion of a room which remains open to the room and the floor of the gallery may be either level or stepped.

39. "Mezzanine floor" means an intermediate floor in between two main floors, not less than 2.50 m. in

height from the floor, but does not include 'lofts' as defined later.

40. a) "Corner plot" means a plot at the junctions of and fronting on two or more intersections/streets, provided: —

1. streets concerned shall be a public one, or to be declared as public one if the plot is newly constituted, and
2. the widths (R/W) of the streets in question are not less than 8 m.

Corner plots within the above definition will be deemed to have only "sides" for the purposes of applying the building bye-laws, subject to satisfying the requirements of line of sight as prescribed from time to time.

b) A Triangular plot which is a corner plot: A triangular plot fronting such two or more streets is also to be treated as a "corner" plot.

41. "Plot double frontage" means a plot having a frontage on two streets, other than a corner plot.

42. "Loft" means an intermediate floor in between two main floors but not more than 78 cms. in height which may be adopted or constructed for storage purposes.

43. "Parking space" means an area enclosed or unenclosed sufficient in size to park vehicles together with a driveway connecting the parking space with a street or alley and permitting ingress and egress of the vehicles.

44. "Partition" means a wall which supports no load other than its own weight.

**4. Constitution of Town Planning Committee.** — There shall be a Committee consisting of the following members to regulate all development activities in the Municipal areas: —

- 1) Secretary to the Government in charge of Town Planning (Chairman).
- 2) Senior Town Planner (Member Secretary).
- 3) Director of Industries.
- 4) Principal Engineer, P.W.D.
- 5) Director of Health Services.
- 6) President of the Municipality concerned.
- 7) Town Planners dealing with the areas.
- 8) Government Architect.

**4A. Preparation of Zoning Maps.** — i) The Town Planning Committee shall prepare for each of the Municipal areas for which these regulations apply, a Zoning Map indicating the different Use Zones and the Regulations that would apply to each of these zones in accordance with these Bye-Laws and Regulations and submit them to the Government for approval.

ii) The Zoning Map shall indicate: —

- a) Use Zones for residential, commercial, institutional, industrial and agricultural purposes;
- b) Public and semi-public open spaces, parks and playgrounds;
- c) Existing and proposed national and State Highways, District Roads, Ring roads, major streets, and other lines of major communi-



cations including railways, airports canals; and

- d) Such other purposes as the Town Planning Committee may deem fit.

iii) The regulations shall indicate the use of buildings, structures and land, the location, height, number of storeys, the size of building and other structures, the size of yards, courts and other open spaces, architectural control and any other provisions in accordance with these building Bye-Laws and Zoning Regulations.

iv) As soon as Government has approved the Zoning Map and the Regulations, they shall be notified in the Official Gazette.

**5. Building Operations/development not to be done without permission of the Municipality: —**

A. No building operation or development within the Municipal limit shall be done without obtaining the previous permission in writing of the Municipality in which the land on which the building operation/development to be done, is situated.

B. For the purpose of obtaining the permission of the Municipality under sub-clause (A) the person intending to obtain such permission shall apply in writing to the Municipality concerned stating the nature of the building operation or development proposed to be done by him and requesting for the grant of the permission.

C. Such application shall be accompanied by the plan and specifications copies in triplicate prepared in the manner prescribed in this order, about the building operation or development intended to be done.

D. On receipt of such application, the Municipality shall grant the permission for doing the building operation or development applied for if it is satisfied, after making such scrutiny and site inspection as it deems necessary, that the plan and specifications of the proposed building operations or development are in conformity with the provisions of:

- i) The Zone Map, if any, approved by the Government for the area in which the building operation is proposed to be done; or
- ii) The Zoning Map, if any, prepared by the Town Planning Department and submitted to the Government for its approval; and
- iii) The provisions of these regulations.

E. i) If the Municipality is not so satisfied the Municipality shall reject the permission.

ii) If the Municipality considers that the permission applied for should be given by relaxation of any provision of the Zoning Plan or the Regulations, it shall submit the application along with its recommendations and detailed justification therefore to the Town Planning Committee for its consideration.

iii) If the Town Planning Committee considers that the relaxation recommended by the Municipality should be made, it may forward the application with its recommendations to the Government for its decision.

- iv) On receipt of such reference from the Town Planning Committee the Government may either direct the relaxation of the relevant provision of the Zoning Plan for the regulations or refuse to relax such provision".

F. No person shall without the written permission of the Member Secretary convert into or use or permit to be used any building or any part thereof not originally constructed or authorised to be used for that purpose.

**6. Site Plan.** — The site plan sent with the notice shall be drawn to a scale of 1/500 or 1/1000 and shall show: —

- a) boundaries of the site;
- b) the direction of the north point relative to the plan of the building;
- c) all existing buildings or structures on, over or under the site or projecting beyond it;
- d) all surrounding buildings in outline within a distance of 25 m. from the boundaries of the site;
- e) the name of the street of which the building is proposed to be situated (if any) or location and name of the nearest street, public religious building;
- f) the position of access from the street to the building;
- g) the width of the street (if any) in front and of the street (if any) at the side of the building;
- h) the dimensions of front, rear and side set backs (if any) and also of the space to be left about the buildings to secure a free circulation of air and admission of light;
- i) the position of kitchens, staircases, privies, urinals, drains, cesspools, stables, cattle shed, garages, wells and other appurtenances of the building;
- j) a clear indication of the area of the plot, its dimensions, plot coverage, and the floor area ratio.

**7. Building Plans.** — The plans, sections and elevations of the building or buildings accompanying the notice shall be accurately drawn to scale of 1 m. to 1 cm. The following drawings and documents are necessary: —

- a) Plans of all floors, basement, terraces and accessory buildings indicating clearly;
  - i) The north point, the percentage of covered area, the sizes and spacing of all supporting members, and dimensions of rooms;
  - ii) Exact location of essential services such as W.C's, sinks and baths;
  - iii) Terrace plan indicating the drainage and the slope of the roof.
- b) Sectional drawings showing clearly the materials used, sizes of footings the thickness of basement walls roof and floor slabs, walls, the sizes and spacing of framing members and the ceiling and parapet heights. The sections should indicate the drainage and slope of the roofs and at least one section should be taken through the staircase;

- c) All Street elevations;
- d) Plans and sections of private water supply and sewage disposal system (if any);
- e) Certificate of ownership of land in which the construction or sub-division of land is proposed.

*Note:* 1. The drawings are to indicate where necessary adequate arrangements for proper drainage.

- 2. Details of service latrines (if any).
- 3. Dimensions of the portions projecting beyond the permissible building line.

#### 8. Signing the Plans: —

A. All the plans shall be duly signed by (i) the owner and (ii) the registered Architect/Engineer with their names, addresses, qualifications and registered numbers allotted by the authority having jurisdiction.

B. The Architect/Engineer submitting false statements information shall be suspended from submitting/signing any plans for a period ranging from 1 year to 3 years.

**9. Duration of Sanction.** — The sanction once accorded shall remain valid upto three years during which period a completion certificate from the registered Architect/Engineer shall be submitted, and if this is not done the permit shall be got revalidated before the expiration of this period. Revalidation shall be subject to the rules then in force.

**10. Notification Stages.** — As work progresses under a building permit the holder thereof shall cause the Municipality concerned to be notified at the following stage of construction:

- a) Upon commencement of the work;
- b) Upon completion of the footings and before erection of the foundation walls;
- c) Upon total completion of the work authorised by the building permit and before occupancy.

Inspections are required under a) and b) shall be made within seven days following the receipt of notification after which period the owner will be free to continue the construction according to the sanctioned plan. At the first inspection the Municipality concerned shall determine that the building has been located in accordance with the site plans and covered area complying with the requirements of these bye-laws. The final inspection indicated under c) shall be made within 21 days following the receipt of notification for the grant of an occupancy certificate.

**11. Revocation of Permit.** — The Municipality concerned may revoke any permit issued under the provisions of these bye-laws wherever there has been any false statement or any mis-representation of any material passed, approved or shown in the application on which the permit was based.

**12. Occupancy Certificate.** — No building hereafter erected, re-erected or altered materially shall be occupied in whole or in part until the issue of an occupancy certificate by the Municipality concerned

affirming that such a building conforms in all respects to the requirements of these bye-laws and is fit for occupation.

**13. Unsafe Buildings.** — In case of unsafe buildings the Municipality concerned will exercise its powers to inspect and notify the owner and occupier, and if there is disregard to notice, the Municipality will take necessary measures to institute proceedings against the owner or occupier who fails, neglects or refuses to comply with the notice.

**14. Safe Structures.** — All structures shall be designed, built and maintained that under the conditions of dead and live loads, the stresses in any of the materials of construction or in the materials on which a structure rests shall not exceed the permissible limits as laid down by the Indian Standards Institute.

#### 15. Means of Access. —

- a) Every person who erects a building shall provide as means of access to such building a clear way not less than 3.0 m. in width for buildings upto 3 storeys and 5.0 m. in width for buildings beyond three storeys from a street to the entrance door of such buildings; such pathways to be, so long as it is used as a means of access to the building maintained free from any construction and shall not at any time cause or permit any portion of any building below a height of 4.50 m. to overhand or project over or into such a passage.
- b) He shall indicate upon the site plan required to be furnished by him under section 6 the whole area of such means of access by distinguished colour and description.
- c) He shall not at any time erect or cause or permit to be erected or re-erected any building which in any way encroaches upon or diminishes the area so set apart for this purpose.
- d) The space so set apart shall be separately distinguished from any house gully or open space required to be provided under any other bye-laws and under these rules.
- e) Every such means of access shall be paved, drained and lighted to the satisfaction of the Municipality concerned. Provision of man-hole covers or any other fittings laid in such means of access shall be flush with the finished surface level so as not to obstruct safe travel over the same.
- f) A person who undertakes construction works on a building shall not reduce the access to any building previously existing below the minimum width of 5 m.
- g) No building shall be erected so as to deprive any other building of the means of access as provided in this section.
- h) The means of access under these bye-laws shall not be deemed to be suitable and sufficient until they have been approved by the Municipality concerned who shall have power to prescribe the width of the clear way which he shall communicate.



**16. Minimum Ceiling Height of Rooms.** — Every habitable room in any building shall be in every part at least 2.80 metres in height from the floor to the underside of the roof slab or ceiling, provided that in the case of sloped roof the height at any point shall not be less than 2.5 metres.

**17. Minimum size of Habitable Rooms.** — No habitable room shall have a floor area of less than 10.00 sq. metres except in the case of hostels attached to recognised educational/sports institutions/Associations the minimum size of a habitable room for the residence of a single person may be 8.5 sq. metres. The minimum width of a habitable room shall be 2.5 metres.

All other rooms which are not mentioned in these Bye-laws shall also be of sizes prescribed in this section and have light and ventilation as per the habitable room rules, except in case of store rooms with an area of five sq. metres or less.

**18. Lighting and Ventilation of Rooms.** — a) Every habitable room shall have for the admission of light and air, one or more apertures such as windows, fan-light, etc., opening directly to external air or into an open verandah, and of an aggregate area, inclusive of frames, of not less than 1/10 of the floor area excluding doors except in cases of hospital wards, dormitories and schools when such apertures is to be not less than 1/6th of the floor area.

*Note:* — No portion of a room shall be assumed to be lighted, if it is more than 7.5 metres away from the external facade of the building. However, this rule of 7.5 m. need not be strictly made applicable in case of public and semi-public cultural and institutional buildings, and buildings of commercial offices with banks, etc., in central commercial areas. In such cases 10% of the floor area should be kept for window openings inclusive of frames.

b) Cross ventilation by means of windows shall be effected in at least one habitable room of a tenement either by means of windows in opposite walls or if this is not possible or advisable, then at least in the adjoining walls.

c) Every habitable room abutting on an interior open space or on an open verandah opening on to such interior open space, shall have for light and ventilation an open space of minimum 10 sq. metres with a minimum dimension of 3 metres and of width as specified in the table below:

Where height of the building (above plinth) adjoining the not exceed	Minimum width of open air space through out
4.9 metres	3.0 metres
7.6 metres	3.3 metres
10.9 metres	4.0 metres
14.2 metres	4.7 metres
17.5 metres	5.4 metres
20.8 metres	6.1 metres
24.1 metres	7.4 metres
27.1 metres	9.0 metres
30.7 metres	10.6 metres
34.0 metres	12.2 metres

When non habitable rooms face an internal courtyard the minimum size of the courtyard to be

6.25 sq. metres and the minimum dimension to be 2.5 metres.

However 1) in the case of buildings located/situated in the central commercial areas/L.C.A. wherein provision of air conditioning (by artificial/mechanical methods) is made, this section above may be relaxed with prior permission of the Town Planning Committee.

**19. Bathrooms and Water Closets.** — 1. Every bathroom or water closet shall: —

- be so situated that at least one of its walls shall open to external air. In case of social, cultural and educational institutions, cinema and hotel buildings however, W.C's and bathrooms with a partition of a height of not less than 1.75 m from the ground may be allowed in a row within a room, one side of which shall open to external air, with an opening of at least 10% of the floor area of the room, and no W.C. or bath to be more than 7.5 metres from the window.
- have (i) a floor area in case of bathrooms inclusive of water closets of not less than 4 sq. metres for which the smallest side shall not be less than 1.25 metres.  
(ii) in case of a bathroom exclusive of a water closet, the floor area shall not be less than 2.6 sq. metres and the smallest side not less than 1.25 metres; and  
(iii) in case of separate water closets the floor area shall not be less than 1.35 sq. metres and the smallest side not less than one metre.
- bathrooms shall have a window or a ventilator open to external air of a superficial area of not less than 0.80 sq. metres and the water closet if separate shall have a window or a ventilator open to external air of a superficial area of not less than 0.50 sq. metres.
- height of not less than 2.1 metres.

2. Every bathroom or water closet shall:

- Not be directly over or under any other room other than another bathroom or water closet, washing place, terrace or bath unless it has a water-tight floor;
- have the platform or seat either plastered with cement or be made of some water tight non absorbant material.
- be enclosed by walls or partitions of brick or stone. The surface of every such wall or partitions shall be finished with a smooth impervious surface such as cement plaster 1/2" thick or glazed tiles or polished marble or any other suitable material to a height of one meter above the floor of such room.
- have an impermeable floor made of smooth hard material having a suitable fall to a soil pipe with an adequate trap connection and have a floor level of such a height so as to ensure suitable grade towards the sewage drain.

3. No room containing a water closet shall be used for any purpose other than a lavatory and no such room shall open directly into any kitchen or cooking

space. Every room containing a water closet shall have a door completely closing the entrance to such a room.

**Note:** — 1) In case of residential hotels, only with the written permission of the Committee, bathrooms and water closets may face an internal passage having a width of not less than 1.80 m. and having a "duct" of a suitable size as considered essential by the Committee for ventilation and other purposes.

2) Loft over a bath and W.C. may be permitted above a height of 2.1 metres.

**20. Service Latrines** — A service latrine shall have: —

- a) A floor area of not less than 2.25 sq. m. of which the smallest side shall not be less than one meter.
- b) A window or a ventilator of a superficial area of not less than 0.5 sq. m.
- c) An impermeable floor made of smooth hard material having a slope of 0.5 percent towards the back of the latrine.
- d) An impermeable dado 1 meter high.
- e) Height not less than 2.1 m.

**21. Kitchens.** — 1. A kitchen shall have floor area of not less than 7 sq. metres and shall not be less than 2 metres in width.

Each kitchen not fully equipped with electric or gas, cooking appliances shall be provided with a flue.

2. Every room to be used as a kitchen shall have: —

- a) a height of not less than 2.8 metres.
- b) a window of not less than 0.5 sq. metres superficial area.
- c) an impermeable floor and an impermeable dado one meter high.

**22. Lofts, Mezzanines and Basements.** — a) Lofts may be allowed only in kitchen bath, W.C. & bedroom, provided the total area of such loft may not be more than 25% of the floor area of each room in which such lofts are provided. The height at which such loft may be allowed to be constructed shall be 2.1 M from the floor levels.

b) Mezzanine floor: A mezzanine floor may be permitted over a room or a compartment provided that:

- i) it conforms to the standards of living rooms as regards lighting and ventilation, in case the size of mezzanine floor is 9.5 sq. m. (or 100 sq. ft.) or more, above the height of 2.5 metres;
- ii) it is so constructed as not to interfere under any circumstances with the ventilation of the space over and under it;
- iii) such mezzanine floor are not divided into smaller compartments;
- iv) such mezzanine floor or any part of it shall not be used as a kitchen;
- v) the aggregate area of such mezzanine floor in a building shall in no case exceed  $\frac{1}{4}$  of the plinth area of the building and shall be of a minimum height of 2.1 metres;

vi) in no case a mezzanine floor shall be closed so as to make it liable to be converted into unventilated compartments.

c) Basement floor: No basement shall be allowed within the prescribed set back areas. The entire basement area shall be taken into consideration for the purposes of working out coverage but need not be considered for the purposes of FAR calculations.

**23. Building Abutting on to a Street.** — No erection, re-erection or major alteration of building shall be undertaken if at the opposite edge of the street on which the building abut, straight lines drawn downwards and outwards from the line of intersection of the outer surface of any front wall of the building with the roof perpendicular to that line form an angle of more than 45 degrees to the horizontal.

**24. Building Abutting on Two Streets.** — If a building abuts on two or more streets of different widths, the building shall be deemed for the purpose of this bye-law to face upon the street that has the greater width and the height of the building shall be related by the width of that street and may be continued at this height to a depth of 13.5 metres along the narrower street subject to the conformity with the prescribed road angles. In case of buildings located/situated in the Central Commercial Area, the building may be continued to the same height to the entire depth of the plot along the road, provided the R/W of this side road is not less than 15 metres.

**25. Dimensions for Staircase steps, corridor, passage and balcony:** —

- i) In a residential building no staircase shall be less than 0.9 metres in width and no step shall have a rise of more than 20 cm and a tread of less than 25 cm. In case of a service or spiral staircase the width shall not be less than 0.75 metres.
- ii) No corridor or passage or balcony in any residential building shall be less than 0.90 metres.
- iii) No rooms other than those at Ground Floor level shall be more than 18.0 metres away from a staircase.
- iv) Every building with five storeys or more in height shall provide an independent external staircase to serve a fire escape directly accessible to every habitable room on each floor, the construction of which is to be of approved fire resistant material.

**26. Regular Line of Street.** — No portion of any building shall project beyond the regular line of any street.

**27. Sites Containing Deposited Refuse.** — No building shall be constructed on any site on any part of which there is deposited refuse, excreta or other offensive matter to which the health authority having jurisdiction objects, until such refuse has been prepared or left in a manner suitable for building purpose to the satisfaction of the Municipality concerned. Provided that where it is intended to found a building on piles or on reinforced concrete pillars, the Municipality concerned may approve the erection

of such a building after the refuse has been appropriately treated by chemical or some other manner to the satisfaction of the Municipality concerned and has been covered by a layer of sand or other suitable material to a depth of not less than 0.6 metres, or by a layer of cement concrete not less than 15 cm. thick.

**28. Damp Sites.**—Wherever the dampness of a site or the nature of the soil renders such precautions necessary, the ground surface of the site between the walls of any building erected thereon shall be covered with a layer of sound cement concrete not less than 15 cm thick or with asphalt paving on a layer of closely packed broken stone hard cake not less than 15 cm thick or be otherwise rendered damp proof to the satisfaction of the Municipality concerned.

**29. Defective Work.**—The Municipality concerned shall have power to condemn any work, workmanship or material executed by any person under or by virtue of a pursuant to this part of these rules which in its opinion is unsatisfactory or is likely to constitute a danger to health. Any work, workmanship or materials so condemned shall be remedied, amended or made good or shall be removed in whole or in part and replaced by new work, workmanship or materials as the Municipality concerned may require until finally completed to its entire satisfaction.

**30.** The requirements regarding water supply and sanitary installations of the buildings shall conform to those specified in Is. 1172-1957.

In the case of buildings five storeys or more in height provision shall be made for the construction of an underground water reservoir of capacity in gallons equivalent to thirty times the anticipated resident population in the building, an additional overhead cistern for drinking water of adequate capacity and pumping arrangement from the underground reservoir to the overhead cistern to which the wash basin, water taps in the kitchen, bath, etc. in the building shall be connected.

**31. Buildings under Dangerous Conditions.**—Buildings considered to be in a danger although they do not fall in line of imminent ruin, will be asked to vacate by the Municipality concerned and shall be declared habitable only when proper repairs are undertaken and considered to be in a good condition of security. The demolition of structures shall be obligatory when they are declared unhealthy and infectious by the Health authorities concerned and not in position to be repaired.

- a) Buildings which due to the obsolete conditions look aesthetically poor and not fit in the surroundings and also economically non remunerative compared to the existing land values, shall be demolished and reconstructed if a notice is served to the owners of such buildings. In case the owners fail to comply with the notice, the concerned Municipality shall take necessary legal procedures against the defaulters.

**32. Latrines with an Opening on Public Roads.**—It is prohibited to have latrines opening on to public roads and on to the lateral sides of neighbouring plots.

**33. Disposal of Sewage.**—Until arrangements are made for the removal of waste by an appropriate water-borne system it will be obligatory for every application for a new construction or major additions or alteration to be accompanied by plans for properly designed septic tanks within the curtelage of the plot. If there is insufficient space for the adoption of this method or adequate water supply is not guaranteed for the smooth functioning of this system, then the Municipality concerned may permit the removal of waste after proper chemical treatment in removable tanks which can be conveniently collected by the appropriate department of the Municipality. Any other method for removal of waste would need the sanction of the Municipality concerned.

**34. Construction of horse stables, cattle yards and factories of washable corrosive products.**—No construction of horse stables, cattle yards and factories of washable corrosive products prejudicial to health can take place in less than 100 metres of any existing drinking well.

**35. Construction of wells.**—No drinking water well can be opened without the prior consent of the Municipality concerned.

**36. Ovens for White Washing Powder.**—White washing powder cannot be cooked within a distance of 100 metres from an habitable area or public road.

**37. Architectural Features.**—1. Appearance and disfigurements: No building shall be erected which in the opinion of the Municipality concerned constitutes a disfigurement to or an interference with the aesthetic and other amenities of the area. No constructions or alterations which in the opinion of the Municipality concerned will depreciate neighbouring properties or cause annoyance to residents in the neighbourhood shall be permitted. The appearance of all new buildings shall be subject to the approval of the Municipality concerned.

2. Maintenance.—The Municipality concerned is empowered to demand that owners undertake at their own expense any maintenance work that it deems necessary for the decorative repair of buildings. Such work should be completed within the period prescribed in the covering notice.

3. Verandahs.—The appearance of all verandahs and similar projections shall be subject to the approval of the Municipality concerned who may demand that such existing structures be altered where necessary at the owner's expense so as to conform harmoniously with the neighbouring area.

4. Unfinished buildings.—No building shall be left with unfinished portions including projecting reinforcing bars, which in the opinion of the Municipality concerned are unsightly, unless within the permission prescribing conditions with respect to the structure and the period for which such permissions remain valid.

5. Masts.—All wires, poles, masts, stays, struts, lighting conductors and similar fixtures on new buildings shall be straight and of good appearance.

6. Open Air Dumps—Permanent dumps of scrap-iron, firewood coal, and similar material shall, in all areas, except those classified as factory areas,

be allowed only in places enclosed with walls of brick or other similar non-combustible materials.

7. Unsightly materials — The use of any disfigured or damaged materials which in the opinion of the Municipality concerned results in an unsightly appearance of a building shall not be allowed.

8. Sheet Metal and barbed wire fences. — No sheet metal or barbed wire fence visible externally shall be erected on the frontage line or street line unless the design thereof has been approved by the Municipality concerned.

9. Parks and Gardens — Trees and plants in parks or gardens visible from the streets shall be planted, replaced or maintained in a manner which in the opinion of the Municipality concerned does not conflict with the aesthetic appearance of the neighbourhood.

10. Decoration — Monuments, decorative and monumental fountains, bridges and viaducts, and in general the decorative and ornamental features of public gardens and squares shall be built only after the approval of the Municipality concerned has been obtained, who, in addition to drawings, may demand the submission of photographs or perspectives of the composition, so that the artistic value of the project will be more efficiently and effectively illustrated.

11. Composition — Where several facades constitute architectural composition, painting or such other treatment shall only be allowed where no aesthetic disfigurement can result to the composition as a whole.

### 37. A. Hoarding Signs/Advertisement signs:

1. No hoarding of any shape or size and in any location shall be allowed without the prior specific approval of the Senior Town Planner, and also from P.W.D. when the same happens to fall along P.W.D. road.

2. No hoarding shall be at a distance of less than 50 metres from any of the tangent points of a road intersection.

3. No hoarding site shall be allowed within the right of way of road.

4. Hoarding shall not create a blind corner of any road user from any direction.

5. Hoarding sites shall not be permitted at over-bridges or under-passes where railway or roads ply over one another.

6. Hoarding shall not be allowed to be erected over the bridge portions of a road or a railway line.

7. Hoardings shall be at such an angle that no light is reflected into the eyes of the road users.

8. Hoardings shall not obstruct any road sign, road name or other traffic aid to road users.

9. Hoarding shall not be fixed within 15 m. of any official road traffic sign or signal.

10. There shall be a minimum distance of one metre between two hoardings.

11. No hoardings shall be permitted within 40 m. from the river front in the rural area. In the urban

areas, no hoarding shall be allowed in the river front, except at the jetty points (landing embarkation facilities area) wherein only hoardings making use of illumination (neon lighting etc.) will be allowed. The total number of hoardings in such cases shall not exceed four in number.

12. Hoardings shall be allowed on top of buildings which are within urban limits and with height restrictions, but which make use of neon illumination for this purpose.

Note: a) These standards shall be applicable to guide maps and their erection and to directional sign boards, but may be relaxed by the Town Planning Committee on special grounds.

b) These standards may be suitably relaxed in the case of organised shopping centres, community centres and district centres, provided hoardings are fixed within the area earmarked for such purposes in the Master Plan, a zonal developmental plan or the development plan of the area.

c) These standards shall not be applicable to the existing hoardings in urban or rural areas. However, hoardings existing in contravention to these rules shall be ordered to be removed to another suitable location within 45 days when the same apply for renewing the licences. A fine of Rs. 100/- shall be levied by the licensing Authority for defaulters in this respect. A fine of not less than Rs. 10/- per day shall be levied in the case of continued contravention of this rule.

### B. Petrol Filling Stations/Service Station:

Definitions for the purpose of this sub-section: —

#### 1) Major Road:

A major road is a road with a R/W of 20 m. and above.

#### 2) Minor Road:

Minor road is road with a R/W less than 20m.

#### 3) Petrol Pump:

A petrol pump/diesel/Gasoline filling station and/or filling cum service station.

#### 4) Filling Station:

The term "filling station" as used in this respect refers to a place of retail business engaged in the supply and dispensing gasoline (motor-fuel) and motor oil essential for the normal operation of automobiles and the sale and service of tyres, batteries and other automobile accessories.

#### 5) Filling cum service station:

The term "filling cum service station" as used in this report refers to a place of retail business engaged in supplying goods and services essential for the normal operations of automobiles. These include dispensing gasoline and motor oil; the sale and service of tyres, batteries, and other automobile accessories and replacement items and washing and lubrication. They may not include body or fender work, painting or other major repairs and overhauling.

#### I. Zones where pumps could be permitted: —

Petrol pumps could be permitted to locate in residential areas, local commercial areas, central commercial areas in industrial areas, subject to such conditions and restrictions included in the rules framed hereunder: —

#### II. Location along Major Roads: —

##### Distance between the petrol pumps: —

- 1) A distance of approximately 1 km. between petrol pumps along National highways, West Coast Highways and State Highways and Major District Roads; outside the urban areas.
- 2) A distance of approximately  $\frac{1}{4}$  km. on roads in Urban areas will have to be maintained while locating petrol pumps. *However this distance is not applicable in case of petrol pumps located in C. C. A.* Such locations will, however, be on either side of the roads alternately to facilitate service both to in bound traffic and out bound traffic.

#### III. Distance to the Petrol Pumps from road Intersection: —

Distance of a petrol pump from any road intersection shall not be less than: —

- 1) 45 m. from the tangent point of the intersection in the case of minor roads (however in C. C. A. this could be reduced to 30 m.)
- 2) 90 m. from the tangent point of intersection of major roads.
- 3) 45 m. in case the pump is located on a minor road and 90 m. in case it is located on a major road from the tangent point of the intersection of a major road with a minor road.

#### IV. Minimum distance to the Property Line: —

The minimum distance of a petrol pump (plot boundary) from the Central line of a road shall not be less than half of the proposed R/W of the road. This will be a general criterion which will be subject to modifications depending on the local conditions of terrain, road improvement required and other traffic considerations.

Any construction within the property line of such a petrol pump shall be as per the building bye-laws and Zoning Regulations within the areas where these Regulations are applicable and in case of rural area and/or along the National Highways, State Highways, West Coast Highways and Major District Roads, the set back will be as prescribed by the P. W. D. from time to time in consultation with the Senior Town Planner.

#### V. Size of Petrol Pump:

##### 1) Filling Station:

**Minimum Size:** 30m×17m (except for C. C. A. where the size shall be 25m×15m).

**Frontage:** Not less than 30m.

##### 2) Filling cum service station: —

**Minimum size:** 35m×30m

**Frontage:** Not less than 35m.

*In Central Commercial Areas no service station will be permitted.*

#### 38. Regulations applicable to each land use Zone.

The following general regulations shall apply to each of the land use zones specified in section 38(i) to 38 (xi) Government may, on the recommendations of the Town Planning Committee, make such variations as it deems fit, in the application of these regulations of any specific area.

#### I. Residential Zone Low Density: —

##### a) Uses Permitted: —

Residences, hostels and boarding houses, nurseries, kindergartens and schools, clinics, social and cultural institutions with adequate parking facilities; public utilities and buildings except service and storage yards, non-commercial farms, agricultural gardens, nurseries and green houses; any neighbourhood recreational uses including clubs and other semi-public recreational uses, accessory uses clearly incidental to residential uses (except retail shops and service uses) which will not create a nuisance or hazard.

##### b) Uses that may be permitted on Special Grounds by Town Planning Committee: —

Places of worship professional office or customary occupations when situated in the same dwelling as the one occupied by the professional man or woman cottage clean industries of non-nuisance type and employing not more than four persons and using not more than 3 H. P. operated on electricity as listed below: (1) Fermentation/storage of wines & other beverages; (2) Plastic moulding; (3) laundry/dry cleaning; (4) Radio repairs; (5) Tailoring, hotels, motels, hospitals and sanatoria not treating contagious diseases or mental patients; provided the setback and coverage of plots are such as not to constitute a nuisance to the residential zone; colleges and research institutions not to be operated for the production of goods or other materials for sale provided there is no nuisance created; Municipal, State and Central Government offices; raising poultry or cattle for non-commercial use provided that no bird or animal is housed closer than 10.0 metres of a dwelling or a property line; removal of gravel, clay, sand or stone for development of site which will not result in the stagnation of water or cause other nuisance; bus terminal, railway passenger and freight stations; petrol filling stations, taxi and scooter stands.

##### c) Uses prohibited: —

All uses not specifically permitted herein. Floor mills/rice mills/saw mills are prohibited here. Further all uses mentioned herein shall not be permitted to use machinery involving more than three horse power in capacity.

##### d) Minimum size of plot: —

The minimum area of the plot in this zone shall be 200 sq. m. where new sub-division of

lands is effected. Such sub-division would need the approval of the Town Planning Committee and Municipality concerned.

Each plot shall have a minimum frontage of 10 metres on any street provided that this shall not apply to existing plot frontages which are less than 10.0 metres.

**e) Plot Coverage:—**

The maximum permissible coverage on a plot of the size mentioned in column 1 below shall be as shown in column 2 below:

1 Size of Plot	2 Maximum Coverage
i) upto 300 sq. m.	60% the area of the plot
ii) above 300 sq. m. and not exceeding 500 sq. m.	50% of the area of the plot or 180 sq. m. whichever is more.
iii) above 500 sq. m. and not exceeding 1000 sq. m.	40% of the area of the plot or 250 sq.m. whichever is more.
iv) above 1000 sq. m.	33 $\frac{1}{3}$ % of the area of the plot or 400 sq. m. whichever is more.

**f) Floor Area Ratio—**

The maximum floor area ratio in this zone shall be 100.

**g) Set back lines:**

i) *Front set back lines:* The building shall be set back from the boundary of the effective plot by a minimum of 3 m. The effective plot is derived after reserving the space for the proposed R/W of the road abutting the plot. However where necessary to maintain the alignment of the building along the streets not likely to be affected by the road widening scheme these set backs may be relaxed by the Town Planning Committee. However, no part of the building shall encroach the imaginary line drawn from the centre line of the road along the plot fronts at an angle of 63 $\frac{1}{2}$ ° from the road level upwards the building.

ii) *Rear Set back lines:* Every building shall have a minimum rear set back of 3.0 metres. Further no part of the building shall encroach the imaginary line drawn from the plot boundary at the rear at an angle of 63 $\frac{1}{2}$ ° from the ground level upwards the building.

iii) *Side set back lines:* If light and ventilation to habitable rooms are to be taken from the sides of the building the width of open spaces specified in the table below will apply:—

Where height of the buildings (above plinth) adjoining the open air space does not exceed	Minimum width of open air space throughout upto the plot boundary
4.9 metres	3.0 metres
7.6 metres	3.3 metres
10.9 metres	4.0 metres
14.2 metres	4.7 metres
17.5 metres	5.4 metres
20.8 metres	6.1 metres
24.1 metres	7.4 metres
27.4 metres	9.0 metres
30.7 metres	10.6 metres
34.0 metres	12.2 metres

If no light and ventilation is to be taken from the side of the building the above mentioned set backs can only be relaxed if the building is taken right upto the boundary.

In case of row housing, buildings on corner plots shall further be set back by such a distance from the side street as may be suitable to meet the needs of traffic.

For group housing, the coverage and floor area ratio will be as above. The maximum floor area ratio however for plots exceeding 5000 sq. m. in area can be 125. The set backs of buildings, garages and other structures will have to be approved in each case but normally the distance to be left from the boundary of the plot will be as per requirements mentioned above, and the distance between two buildings within the plot, if belonging to the same owner should be not less than half of the mean heights of the two buildings involved, or three metres whichever is more. However, garages outhouses, fuel stores and the like if not more than one storey high may be permitted at a minimum distance of 3.0 metres from the main structure. The plans would further be required to indicate adequate facilities for playing areas, parking, garaging and servicing within the plot.

**h) Heights of buildings:—**

Heights of buildings as may be fixed by the Town Planning Committee for specific areas for the purpose of preserving architectural qualities or other reasons as may be specified.

**II. Residential Zone R2:—**

**a) Uses permitted:—**

As per Zone R 1.

**b) Uses that may be permitted on special grounds by Town Planning Committee:—**

As per Zone R 1.

**c) Uses prohibited:—**

As per Zone R 1.

**d) Minimum size of Plot:—**

As per Zone R 1.

Minimum frontage width of the plot:—  
As per Zone R 1.

**e) Plot Coverage:—**

As per Zone R 1.

**f) Floor area ratio:—**

The maximum floor area in zone R2 shall be 125

**g) Set back lines:—**

As per zone R 1 inclusive of notes therein except that for group housing the maximum floor area ratio for plots exceeding 5000 sq. m. in area can be 150.

**h) Heights of building :—**

As per Zone R 1.



**III. Residential Zone R3:—**

- a) *Uses permitted:—*  
As per Zone R1.
- b) *Uses that may be permitted on special grounds by the Town Planning Committee:—*  
As per Zone R1.
- c) *Uses prohibited:—*  
As per Zone R1.
- d) *Minimum size of plot:—*  
As per Zone R1.  
Minimum frontage width of the plot:—  
As per Zone R1.
- e) *Plot Coverage:—*  
As per Zone R1.
- f) *Floor area ratio:—*  
The maximum floor area in zone R3 shall be 150.
- g) *Set back lines:—*  
As per zone R1 inclusive of notes therein except that for group housing the maximum floor area ratio for plots exceeding 5000 sq. m. in area can be 200.
- h) *Heights of buildings:—*  
As per zone R1.

**IV. Residential Zone with single/double family Dwelling Unit (R0):—**

- a) *Uses permitted:*  
As per zone R1.
- b) *Uses that may be permitted on special grounds by the Town Planning Committee:—*  
As per zone R1.
- c) *Uses prohibited:*  
As per zone R1.
- d) *Minimum size of plot shall not be less than 500 sq. m. Minimum frontage of the plot 15 m.*
- e) *Plot Coverage:*  
Maximum 40%.
- f) *F. A. R.:*  
In case of a single family dwelling units a maximum of 60 F. A. R. and in case of double family unit a maximum of 90 F. A. R. are permitted.
- g) *Set back lines:*
  - i) *Front set back:*  
As per zone R1.
  - ii) *Rear set back:*  
As per zone R1.
  - iii) *Side set back:*  
As per zone R1.

*Note:—* In this residential zone however, the rear set back may be eliminated/relaxed only for constructing private garages with a total area not more than 32 sq. m. wherever the area of the plot is more than 1000 sq. m.

**V. Local Commercial Zone C-1:—**

- a) *Subject to fulfilling the car parking requirements as decided by the T. P. C. in each case, following uses are permissible:—*

Retail shops, business and professional offices; service uses like barbers, tailors, laundry and dry cleaner's shop etc. restaurant and entertainment places (e. g. cinemas, theatres, clubs etc.), clinics, meat, fish, and fruit markets; roofed storage for legitimate retails business; public and semi-public recreational uses; public utilities and buildings and petrol pumps, service garages. Parking area requirements for all uses must be approved. Flour mill/rice mill upto horse power of 15 provided the machine is run on electric motor. Residences & social and welfare institutions may be allowed provided they are located on the first and higher floors.

- b) *Uses permissible if allowed by competent authority:—*

Social and welfare institutions (if required to be located on the ground floor), coal wood or timber yards, light manufacturing industries without nuisance or hazard and employment not more than 10 persons with or without power (up to 15 H. p.) provided the goods manufactured are sold on the premises in retail; taxi and scooter stands, bus terminals;

- c) *Uses Prohibited:—*

All uses not specifically permitted herein.

- d) *Minimum size of plot:—*

The minimum area of the plot shall be 200 sq. m. and the minimum width of the plot shall be 10.0 m. where new sub-division of land is effected, such divisions would need the approval of the Municipality concerned.

- e) *Plot coverage.*

The maximum permissible coverage on each floor shall be 50% of the area of the plot.

- f) *Floor Area Ratio:—*

The floor area ratio shall not exceed 150.

- g) *Set back lines:—*

- i) *Front set back lines:—*

The building shall be set back from the boundary of the plot by a minimum distance of 3.0 metres. Where however necessary to maintain the alignment of the building along streets not likely to be affected by road widening scheme, these set backs may be relaxed. Further the height of the front of the building shall be governed by the fol-

lowing table in relation of the width of the road right of way it fronts.

Width of the road right-of-way or double the set back from the centre line of the road whichever is less	Height of the front of the building
3.0 Metres	3.0 Metres
6.0 Metres	7.6 Metres
8.0 Metres	10.9 Metres
9.4 Metres	14.2 Metres
10.8 Metres	17.5 Metres
12.2 Metres	20.8 Metres
14.8 Metres	24.1 Metres
18.0 Metres	27.4 Metres
21.2 Metres	30.7 Metres
24.4 Metres	34.0 Metres

ii) *Side set back lines:* —

As per Zone R 1.

iii) *Rear set back lines:* —

As per Zone R 1.

h) *Heights of buildings:* —

As per zone R1.

i) *Buildings abutting on two streets:* —

If a building abuts on two or more streets of different widths, the building shall be deemed for the purpose of this order to face upon the street that has the greater width and the height of the buildings shall be related by the width of that street and may be continued at this height to a depth of 13.3 metres along the narrow street in conformity with the prescribed road angles.

j) *Means of access to rear courtyard:* —

Every building should provide access from the front to the rear courtyard of a width of 3.0 metres minimum.

In case where the frontage is inadequate to provide the access as stipulated, then a common access for more than one plot could be provided.

VI. Central Commercial Zone C-2: —

a) *Subject to fulfilling the car parking requirements as decided by the T. P. C. in each case, the following uses are permissible:* —

Multi-storey buildings and apartment houses, all types of retail business, department stores, hotels and restaurants and their accessory uses; petrol filling stations professional business establishments. Colleges, technical and Research Institutions, Libraries, Offices, Banks, Financial Institutions, Theatres, Cinemas and Public Assembly Halls, Cultural centres, Social and Welfare Institutions, Public utility buildings, Parks, playgrounds, swimming pools and religious buildings.

b) *Uses that may be permitted on special grounds by Town Planning Committee:* —

Service industries, public retail markets, newspaper offices with printing presses, taxi and

scooter stands, nursing homes, hospitals and medical centres, clean industries employing not more than 40 persons with or without power (not exceeding 25 H P). Sports stadia, transport terminals for both goods and passengers.

c) *Uses prohibited:* —

All uses not specifically mentioned herein.

d) *Minimum size of plot:* —

The minimum area of the plot shall be 300 sq. m. and the minimum width of the plot shall be 10 metres where new sub-division of land is effected. Such sub-division would need the approval of the Municipality concerned.

e) *Plot coverage:* —

The maximum coverage on each floor shall be 50% of the area of the plot.

f) *Floor Area Ratio:* —

The floor area ratio shall not exceed 250.

g) *Set back lines:* —

i) *Front set back lines:*

As per zone C1 except that the 3.0 m. minimum set back stipulated therein is not necessary.

ii) *Side set back lines:*

As per zone R 1.

iii) *Rear set back lines:*

As per zone R 1.

h) *Heights of buildings:* —

As per zone R 1.

i) *Buildings abutting on two streets:* —

As per zone C 1.

j) *Means of access to rear court yard:* —

As per zone C 1.

VII. Wholesale commercial and Warehousing Zone C-3: —

a) *Subject to fulfilling car parking requirements as decided by the T. P. Committee in each case, the following uses are permitted:* —

All retail and wholesale business and their accessory uses, professional business establishments, offices, banks, financial institutions, service industries, petrol filling stations with garages and service stations, public utility buildings, newspaper offices with printing presses, parks, playgrounds, contractor's plants, warehousing, cold storages, public and private, retail and wholesale markets; transport terminal for goods and passengers, hotels and transit visitor's homes.

b) *Uses that may be permitted on special ground by Town Planning Committee:* —

Hotels, and transit visitor's homes, religious buildings, all clean industries and light in-

dustries not employing more than 40 persons. Taxi and scooter stands, storage of perishable and inflammable goods, sports stadia, swimming pools and other recreational uses.

c) *Uses prohibited:* —

Dwelling except those of essential watch and ward personnel and all other uses not specifically mentioned herein.

d) *Minimum size of plot:* —

The minimum area of the plot shall be 500 sq. m. and the minimum width of the plot shall be 15 metres where new sub-division of land is effected. Such sub-divisions would need the approval of the Municipality concerned.

e) *Plot coverage:* —

The maximum coverage on each floor shall be 40% of the area of the plot.

f) *Floor area ratio:* —

The floor area ratio shall not exceed 100. However this could be relaxed by the authority concerned for certain uses like hotels, transit homes and public utility buildings by specific approval.

g) *Set back lines:* —

- i) *Front set back lines:* — As per zone C-1.
- ii) *Side set back lines:* — As per zone R-1.
- iii) *Rear set back lines:* — As per zone R-1.

h) *Heights of the buildings:* —

As per zone R-1.

i) *Building abutting on two streets:* —

As per zone C-1.

j) *Means of access of rear court yard:* —

As per zone C-1.

VIII. *Institutional zone:* —

a) *Uses permitted:* —

Educational, cultural and scientific institutions and their accessory uses; dwellings for the inmates of the institution, non commercial hostels.

b) *Uses that may be permitted on special grounds by the Town Planning Committee:* —

Any use permissible in Residential Zone, subject to the coverage, height and F. A. R. of institutional zone.

c) *Uses prohibited:* —

Use not specifically permitted herein.

d) *Minimum size of plot shall not be less than 1000 sq. m.*

e) *Plot coverage:* —

The maximum permissible coverage on each floor shall be 40% for a plot less than 9000 sq. m. in area and 25% for a plot greater than 9000 sq. m. in area. Areas with-

in the plot used for organised sports will not be taken into account for plot coverage calculations.

f) *Floor Area Ratio:* —

The Floor Area Ratio shall not exceed 150.

g) *Set back lines:* —

i) *Front set back lines:*

There shall be a minimum front set back of 6 metres.

ii) *Side set back lines:*

As per zone R-1.

iii) *Rear set back lines:*

As per zone R-1.

h) *Heights of the buildings:* —

As per zone R-1.

*Note:* — Existing Institutional Buildings in zone other than in Institutional zone may be permitted on special grounds by the Town Planning Committee to construct buildings according to the requirements of that particular zone provided other requirements such as parking, open space, play grounds, etc., are satisfactorily met.

In case of buildings on the same plot minimum distance between any two adjacent buildings to be not less than 3.0 m. (three metres) if the buildings are staggered and no light and ventilation is taken from the facing wall sides. However, if buildings are constructed parallel to one another, then the usual light and ventilation standards are applicable.

In view of the expansion difficulties faced by the existing schools in built up areas, the Committee may allow them commercial coverage for reconstruction on the existing plots.

The F. A. R. to be observed, however will be that allowable in the zone in which they are situated or 150 as per institutional zones whichever is more.

IX. *Light and Service Industries Zone I:* —

a) *Subject to fulfilling the car parking requirements as decided by the T. P. C. in each case, following uses are permissible:* —

All types of light industries, clean industries and service industries, wholesale business establishments, warehousing and storage; newspaper offices with printing presses; petrol filling stations with garages and service stations, cold storage plants, contractor's plant, parks and playgrounds, general purpose forms, nurseries and green houses, medical centres, restaurants, public utility buildings, transport terminal for goods and passengers.

b) *Uses that may be permitted on special grounds by Town Planning Committee:* —

Storage of perishable and inflammable goods, sports stadia, swimming pools and other recreational uses.

Junk yards, taxi and scooter stands, hospitals nursing homes, educational technical and research institutions.

c) *Uses prohibited:* —

Dwelling except those of essential watch and ward personnel, and other uses not specifically mentioned herein.

d) *Minimum size of plot:* —

The minimum area of the plot shall be 300 sq. m. where new sub-division of land is effected. Such sub-division would need the approval of the Municipality concerned.

e) *Plot coverage:* —

The maximum permissible coverage on each floor shall be 60% of the area of the plot, for plots up to 500 sq. mts. 501 and above sq. mts. plots, coverage will be 50%.

f) *Floor area ratio:* —

The maximum floor area ratio shall be 100.

g) *Set back lines:* —i) *Front set back lines:*

The building shall have a minimum front set back of 5.0 metres.

ii) *Side set back lines:* —

As per zone R-1.

iii) *Rear set back lines:* —

As per zone R-1.

h) *Heights of the buildings:* —

As per zone R-1.

## X. General Industrial Zone 'I-2': —

a) *Uses permissible:* —

All industries except Obnoxious and Hazardous industries, wholesale business, warehouses, and storage.

All other uses permitted in the light industries zone except Junk yards, taxi and scooter stands.

b) *Uses that may be permitted on special grounds by Town Planning Committee:* —

Storage of perishable and inflammable goods, sports stadia, swimming pools, and other recreational uses. Technical or research institutions, quarrying of gravel, sand, clay or stone.

All obnoxious and hazardous industries, junk yards, taxi and scooter stands.

c) *Uses prohibited:* —

Dwellings except those of essential watch and ward personnel and other uses not specifically mentioned herein.

d) *Minimum size of plot:* —

The minimum area of the plot shall be 1000 sq. metres where new sub-division of land is effected. Such sub-division would need the approval of the Municipality concerned.

e) *Plot coverage:* —

The maximum permissible coverage on each floor shall be 33 $\frac{1}{3}$ % of the area of the plot.

f) *Floor area ratio:* —

The maximum floor area ratio shall not exceed 66 $\frac{2}{3}$ %.

g) *Set back lines:*i) *Front set back lines:* —

The minimum front set back line shall be 6.0 metres.

ii) *Side set back lines:* —

The minimum set back line shall be 6.0 metres.

iii) *Rear set back lines:* —

The minimum set back line shall be 3.0 metres.

h) *Heights of the buildings:* —

As per zone R-1.

## XI. Agricultural zone: —

a) *Uses permissible:* —

Dwellings for the people engaged in the farm, farm houses and accessory buildings. Agriculture, horticulture, dairy, poultry farms, animal rearing and breeding stables etc.; cottage industries and storage, processing and sale of farm produce. Petrol and other fuel filling stations, schools, libraries, religious buildings, public utility buildings.

b) *Uses that may be permitted on special grounds by Town Planning Committee:* —

Quarrying of gravel, sand, clay or stone, lime kilns, brickkilns, workshops for servicing and repair of farm machinery and service stations.

c) *Uses prohibited:* —

All other uses not specified permitted herein.

Regulations are per Zone R-1 would normally apply to this zone. Temporary constructions would be permitted only with the prior permission of the Municipality concerned. The plans would not necessarily be required to fulfil the stipulations of Section 8 herein.

## XII. Public and Semi-Public open spaces, parks and Playgrounds: —

a) *Uses permissible:* —

Sports stadia, swimming pools, gardens playgrounds, golf courses and other recreational uses requiring extensive open space. Restaurant/bars/public latrines.

b) *Uses that may be permitted on special grounds by Town Planning Committee:* —

Theatres, public assembly halls, etc., transient visitor's camp on non-permanent basis and taxi and scooter stands.

c) *Uses prohibited:—*

Dwellings except of watch and ward personnel and other uses specifically permitted herein.

**Note:—** 1. Any new construction to be erected in the Residential and Commercial zones on an existing plot with existing permanent structures can be permitted on additional coverage of 10% in excess of the one stipulated in the order. This, however does not apply to cases where the existing plot coverage is less than the one stipulated in the order.

In cases where the existing coverage is within 10% in excess of the stipulated one, no coverage in addition to the existing one will be allowed.

## 2. For determining floor area ratios normally—

i) Covered areas used for purposes of parking cars would be excluded from the calculations on the following basis:—

- a) *Residential Zones:—* 1 parking space of 20 sq. m. per dwelling unit not less than 75 sq. m. floor area.
- b) *Commercial Zones:—* 1 parking space of 20 sq. m. area per floor area of 100 sq. m.
- c) *Institutional Zones:—* 1 parking space of 20 sq. m. area per floor area of 150 sq. m.
- d) *Industrial Zones:—* 1 parking space of 25 sq. m. area per floor area of 250 sq. m.

3. Balconies if not projecting beyond 1.0 m. of the external wall would have only half the area of such projections included in the F.A.R. If the balconies project beyond 1.0 metres of the external wall then the entire area of such balconies would be included in the calculations.

4. Plots affected by proposed road widening/Town Planning Schemes shall be given an additional F.A.R. equal to the half of the affected area of the plot.

## 39. Layouts of sub-division of land and development.—

i) No plot shall be less than 200 sq. m. in area and frontage not less than 10 metres.

ii) Normally the length of the plot shall not be more than three times the width.

iii) Every plot shall have a means of motorable access of not less than 3 m. width. The right of way of such access shall further be determined by:—

- a) An access of 6 m. R/W when the total area of sub-division of land to be served is not more than 1500 sq. m.
- b) An access of 8 m. when the total area of sub-division of land to be served is between 1500 sq. m. and 4000 sq. m.
- c) An access of 10 m. R/W when the total area of sub-division of land to be served is between 4000 m. and above

iv) When the land to be sub-divided, whether it be a contiguous piece or divided by the proposed planning scheme, is more than 4000 sq. m. 15% of total area shall be provided for usable recreational cum open space to the satisfaction of the concerned authority.

Provided that while considering the area of land for sub-division the total area of any contiguous

land belonging to the same owner, though not proposed for development shall be taken into account.

v) The recreational space to be provided under sub-clause (iii), shall have a means of access as if it was a separate plot and as far as possible it shall be in one piece and in no case less than 500 sq. m. in area. No dimension of a recreational space shall not be less than 15 metres.

vi) The layout or sub-divisional proposal shall take into account the provisions of the Development Plan and if the land is affected by any reservation for a public purpose it shall be adjusted and incorporated in the layout plan accordingly.

vii) In case of a layout or sub-division of a plan  $1\frac{1}{2}$  hectare or more in area in a residential zone (without a shop line) the municipality concerned may permit shops, on the basis of one shop for 30 dwellings, in such a position so as not to affect the surrounding development.

viii) In the case of a layout or sub-division of a land 1 hectare or more in area a suitable site for an electric sub-station shall be provided, if necessary.

ix) In all cases, except for a family sub-division and that involving an area of less than 1,500 sq. m. no plot shall be transacted upon before the provision of minimum facilities such as development of roads and open space provided therein in the approved plan with other provisions, incorporated for drainage, water supply and electricity to the satisfaction of the concerned authority.

x) The roads, open spaces, etc., are to be developed by the owner/developer by himself before making any transaction and such roads will have a minimum gradient of 1:15.

Any other rules regarding the minimum size of the plot are to be as per the other provisions of the sections herein.

xi) All such sub-divisions of land when submitted if found to be as per the provisions of the zoning plan, will be approved "provisionally". When the necessary development has taken place to the satisfaction of the concerned authorities as per sub-section iv) and ix), the plans will have "final" approval after which transactions of plots can be effected.

40. Authority to enter into land.— The Municipality concerned or the Town Planning Department of the Government may authorise any person to enter into or upon any land or building with or without assistants or workmen for the purpose of:—

- a) Making any inquiry, inspection, measurement or survey or for taking levels of such land or buildings;
- b) Examining works under construction and ascertaining the course of sewers and drains;
- c) Digging or boring into the sub-soil;
- d) Setting out boundaries and intended lines of work;
- e) Making such levels, boundaries and lines by placing marks and cutting trenches;
- f) Ascertaining whether any land is being or has been developed in contravention of these bye-laws and regulations or without the permission referred to and in contravention of

any condition subject to which such permission is granted; or

- g) Doing any other thing necessary for the efficient administration of present regulations and bye-laws;

Provided that:—

- i) No such entry shall be made except between the hours of sunrise and sunset and without giving reasonable notice to the occupier, or if there be no occupier, to the owner of the land or buildings;
- ii) Sufficient opportunity shall in every instance be given to enable woman (if any) to withdraw from such land or buildings.
- iii) Due regard shall always be had, so far as may be compatible with the exigencies of the purpose for which the entry is made, to the social and religious usages, of the occupants of the land or buildings entered.

**41. Control of Building activities along Highways.**— 1. In order to regulate and control building activities along National Highways, State Highways, West Coast Highways, Major District roads and major urban roads as notified by the Principal Engineer, P. W. D. in consultation with the Senior Town Planner from time to time, persons responsible for carrying out excavation, earth, work, construction, demolition or repairs to all sides within 100 m. from these roads shall apply to the Municipality or Panchayat concerned for permission to carry out such work in accordance with the set back mentioned here below:—

Type building activities	National Highway or State Highway or West Coast Highway	Major District Road	Major urban arteries
Theatres, Industrial Units, etc. Major commercial Establishments.	8 m. front set back.	5 m. Front set back.	8 m.
Residential	5 m. Front set back.	3 m. Front set back.	3 m.
Institutional	8 m. front set back.	5 m. Front set back.	5 m.
Excavation	100 m. Front set back.	100 m. Front set back.	50 m.

## 2. Compound Wall:—

Any construction of compound wall along the above category roads, and other roads shall be permitted on temporary basis i. e. that part of the plot affected by the proposed R/W compound walls in such cases shall be of the approved design, with 1.0 metres height and construction material of a temporary nature. This compound wall erected along the above category of the roads, and other roads shall be demolished by the owners when the notice is served to them without any compensation for the same.

**42. Penal Provisions.**— 1. Any construction in contravention to the rules shall be demolished by the owners on receipt of a notice from the concerned authorities within the stipulated time. In case the

owner fails to demolish the construction illegally put up, the authorities shall demolish the same and the cost of demolition shall be collected from the defaulters.

2. Any development in contravention to the aforesaid rules shall be subject to the penal action by the authorities concerned.

**43. Directions from the Government to the Municipalities.**— The Municipality concerned shall carry out such directions as may be issued to it from time to time by the Government of Goa, Daman and Diu through its Town and Country Planning Department for the efficient administration of these regulations.

## 44. Residual Provisions.—

### Conversion of Land Use/Building Use:

In consultation with a Senior Town Planner the Municipality concerned may permit conversion of building/land use. In such cases appropriate conversion fee may also be levied from the parties concerned who convert their land/building use.

By order and in the name of the Administrator of Goa, Daman and Diu.

J. C. Almeida, Secretary (Industries & Labour).

Panaji, 14th July, 1971.

## Notification

3-122-71-LSG

In exercise of the powers conferred by sub-section (1) of section 308 read with clause (iii) of section 252 of the Goa, Daman and Diu Municipalities Act, 1968 (No. 7 of 1969) and all other powers enabling him in that behalf, the Lt. Governor of Goa, Daman and Diu hereby makes the following Model bye-laws and publish the same for the guidance of Municipal Council.

**Short title:** These Bye-laws may be called the «Sale of animals or birds intended for human food Bye-laws, 1971».

**Bye-law 1.** (i) A licence for the use of any place in the Municipal area for the sale of animals or birds intended for human food shall be issued in the Form appended hereto.

(ii) The fee for a licence shall be rupee ... per annum and shall be payable in advance.

(iii) An appeal may be made to the Municipal Council against the refusal of a licence by the Chief Officer, if he is so authorised generally to grant a licence, within sixty days of the receipt of the order of refusal.

**Explanation:** In these bye-laws the expression «licensee» means the person for whose profit the animals or birds intended for human food are kept for sale.

**Bye-law 2.** The licensee shall keep the licensed place open at all times, between the hours of sunrise and sunset to inspection by the Chief



Officer, Health Officer or any Municipal Inspector or Sub-Inspector and shall afford the said officer every facility for inspecting the same for ascertaining that all the requirements of these bye-laws are duly observed.

**Bye-law 3.** No licensee shall keep or cause or suffer to be kept in or any place used for the above purpose, any dung, filth or sweepings or refuse whatever, so as to pollute the water used for potable or other domestic purposes neither shall he allow any dung, filth, sweeping or refuse and etc. to accumulate therein.

**Bye-law 4.** The licensee shall provide a proper and closed receptacle at ground level to the satisfaction of the Council for collecting dung, manure, soil, filth, urine, or other offensive or noxious matter of such animals.

**Bye-law 5.** The licensee shall cause such receptacle or receptacles to be in such a manner and of such materials and to be maintained at all times in such a condition as to prevent any escape of the contents thereof or any soakage therefrom, into the ground or into the wall of any building.

**Bye-law 6.** The licensee shall cause the place to be thoroughly cleansed and flushed twice a day viz; once between 7 A. M. and 8 A. M. and again between 5 P. M. and 7 P. M. and shall cause to be removed from the receptacles provided all dung, manure, soil, filth, urine or other offensive or noxious matter produced in or upon the said place and shall cause the same to be deposited in such places as the Council may from time to time direct, and as are indicated by a board, affixed on the spot bearing the words "place for deposit of dung, manure, soil, filth, urine or other offensive or noxious matter".

**Bye-law 7.** The ground floor used or to be used for animals shall be paved and sloped so as to prevent soakage of urine or other filth in the ground and communicate with the receptacle or urine by a drain. In such stable there shall be a paved space for washing animals; this paved place and the ground floor shall be washed and cleansed twice a day at the time specified in bye-law 6.

Every person who does or omits to do any act in contravention of any provisions of these bye-laws shall, on conviction, be punished as provided in section 259 of the Goa, Daman and Diu Municipalities Act, 1968.

#### FORM OF LICENCE

(See bye-law 1.)

Licence is hereby granted to ... for the use of the place ... in ... Street, in ward No. ... for the sale of animals or birds intended for human food for a period of one year from ... to ... on payment of a fee of Rs. ... and subject to the conditions printed on the reverse\*

\* Conditions of the bye-laws should be reproduced.

Date:

Chief Officer  
... Municipal Council

If the licence is to be renewed the application for such renewal shall be made before the end of February of the year in which the period of the licence expires.

Licence renewed from ... to ... on receipt of Rs. ... as a licence fee.

Date:

Chief Officer  
... Municipal Council

By order and in the name of the Lt. Governor of Goa, Daman and Diu.

J. C. Almeida, Secretary (Industries and Labour).

Panaji, 24th July, 1971.

#### Notification

6-129-71-LSG

In exercise of the powers conferred by section (1) of section 308 read with clause (iii) of section 252 of the Goa, Daman and Diu Municipalities Act, 1968 (No. 7 of 1969), and all other powers enabling him in that behalf, the Lt. Governor of Goa, Daman and Diu hereby makes the following Model Bye-laws and publish the same for the guidance of Municipal Councils.

**Short title.** — These Bye-laws may be called the Storage or Sale of flesh or fish Bye-laws, 1971.

**Bye-law 1.** — (i) A licence for the use of any place in the Municipal area for the storage or sale of flesh or fish shall be issued in the Form appended hereto.

(ii) The annual fee for a licence shall be at the rate specified in the schedule attached hereto. It shall be payable in advance.

(iii) An appeal may be made to the Municipal Council against the refusal of a licence by the Chief Officer, if he is so authorised generally to grant a licence, within sixty days of the receipt of the order of refusal.

**Bye-law 2.** — A licence may be granted for the use of any place as a place for the storage or sale of flesh or fish —

(i) when the proposal to use the place for the said purpose having been notified to the public for at least 7 days, and all written objections thereto by persons resident within ... metres of the site having been duly considered, the council approve of the proposal and the site;

(ii) when there is no privy, latrine, urinal, dust-bin, burning ground or rubbish or night soil depot within ... metres of the proposed site.

(iii) when there is no similar Municipal market within one kilometre of the proposed site.

**Bye-law 3.** — The Chief Officer shall after collecting fees grant an annual licence for the official year to a person desirous of storing or selling flesh or fish at the place.

**Bye-law 4.** — The licences issued under bye-law 3 shall not be transferable except with the previous permission in writing of the Chief Officer, but all

servants and agents of a licensee appointed as such with the approval of the Chief Officer and named in the licence shall be deemed to be licensee.

*Bye-law. 5.* — The licensee shall, at all reasonable hours, give the Chief Officer, Medical Officer and Market Inspector free access to all parts of such places and every facility for inspecting the same.

*Bye-law. 6.* — Such place shall be under the inspection and general superintendence of the Market Inspector subject to the control of the Chief Officer.

*Bye-law. 7.* — The licensee shall cause the floor and walls upto a height of at least ... metres be paved with stone slabs or cement plaster or any impervious material so as to enable thorough cleansing and flushing.

*Bye-law. 8.* — The licensee shall provide in the place sufficient quantity of clean water, wherever water connection from the Municipal main is not possible, for the cleansing of such place.

*Bye-law. 9.* — The licensee shall provide sufficient means for the disposal of waste water of such place.

*Bye-law. 10.* — The licensee shall connect the same with the Municipal underground drainage if such drainage has been extended to within ... metres of any part of such place.

*Bye-law. 11.* — The licensee shall cause every part of the internal surface of wall and ceiling to be thoroughly lime washed at least twice a year in March and October and oftener if so required by the order of the Chief Officer.

*Bye-law. 12.* — The licensee shall keep all his meat or fish exposed to light and air and shall not place it in any box, closed receptacle unless it is in a perforated iron sheet or wire gauge cupboard to prevent the flies getting at the meat or fish and shall have a suitable screen or screens preventing the sight of the articles stored or exposed for sale from the public gaze.

*Bye-law. 13.* — The licensee shall keep his chopping blocks and meat boards always well scrapped and cleaned with sloped plain surface and shall keep them safe and secure from dogs and other animals.

*Bye-law. 14.* — The licensee shall cause every knife used for chopping or cutting meat or fish to be thoroughly cleaned before and after use.

*Bye-law. 15.* — The licensee or a person selling or handling meat or fish or working in the place shall keep his person, clothes and belonging clean.

*Bye-law. 16.* — Any person having large open or exposed sores or who is afflicted with leprosy or any loatsome, contagious or infectious disease shall not enter such place.

*Bye-law. 17.* — No licensee shall bring or allow to remain any dirty string or rope or any soiled clothes, dirty matting or sacking greasy bamboos and dirty hooks for hanging meat or other articles likely to attract flies.

*Bye-law. 18.* — No person shall cook in such place.

*Bye-law. 19.* — No person shall spit in such place.

*Bye-law. 20.* — No animal or bird shall be kept in such place.

*Bye-law. 21.* — The licensee shall cause the place to be properly cleaned and washed between 6 and 7 a. m. and again between 6 and 7 p. m. and shall keep the place in a clean condition at all hours and shall store the refuse in cleaned covered receptacles and shall remove it to the nearest refuse bin, specially provided for the purpose.

Every person who does or omits to do any act in contravention of any provisions of these bye-laws, shall, on conviction be punished as provided in section 252(2) of the Goa, Daman and Diu Municipalities Act, 1968.

#### FORM OF LICENCE

(See Bye-law 1(1) )

Licence is hereby granted to ... for the use of the place house No. ... in ... street, in Ward No. ... for the storage or sale of flesh or fish for a period of one year from ... to ... on payment of a fee of Rs. ... and subject to the conditions printed on the reverse\*.

\*Conditions of the bye-law should be reproduced.

Date:

Chief Officer,  
... Municipal Council.

If the licence is to be renewed the application for such renewal shall be made before the end of February of the year in which the period of the licence expires.

Licence renewed for the year ending ... on receipt of Rs. ... as licence fee on ...

Chief Officer  
... Municipal Council.

By order and in the name of the Lt. Governor  
of Goa, Daman and Diu.

J. C. Almeida, Secretary (Industries and Labour).  
Panaji, 26th July, 1971.